



**System to Track and Account for Children (STAC) and Medicaid Unit**

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To: School Supportive Health Services Program (SSHSP) Billing Providers  
From: Edgar Waaler, Medicaid Coordinator  
Subject: 2016 SSHSP CPE/Cost Reporting Training

Consistent with the New York State (NYS) Compliance Agreement with the Centers for Medicare and Medicaid Services (CMS), NYS is providing continuing School Supportive Health Services Program (SSHSP) training for relevant employees. SSHSP in-person and WebEx fall training sessions have been scheduled during the months of October and November, 2016.

These sessions will be limited to the certified public expenditure (CPE) component of the SSHSP. This includes annual SSHSP cost reporting, random moment time study (RMTS), and desk reviews. This CPE process overview will be presented by representatives from the Department of Health's contractor, Public Consulting Group, Inc.

The following relevant employees are invited to attend an in-person AM or PM training session: School district/county employees responsible for submission or development of cost reports; RMTS coordinators; and school district/county compliance officers (if applicable). Attendance at an in-person or participation in a WebEx session is not mandatory, but is strongly encouraged for any staff new to the CPE process, or those with any cost reporting or RMTS questions. These fall 2016 CPE trainings are being held as cost reporting is under way for the 2015-16 school year.

Pre-registration with your local Regional Information Center (RIC) is required for all in-person training sessions. Those requesting to attend an in-person training session are encouraged to register in a timely manner to avoid last-minute scheduling issues. All other relevant employees may attend as appropriate and space permitting.

Instructions for relevant employees requesting to attend an online WebEx training will be sent out prior to the scheduled WebEx date by PCG.

For questions regarding this memo, please contact [medined@nysed.gov](mailto:medined@nysed.gov).

Thank you for your continued commitment to the SSHSP.